



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND
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REPLY TO
ATTENTION OF

AMCRDA-TE

2 January 1997

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy for Guidance and Revised Format for Performance Specifications

1. Background. A key element of acquisition reform is changing the way the Department of Defense states its requirements in specifications and standards, and then applies those documents in solicitations and contracts. (Office of the Under Secretary of Defense for Acquisition and Technology, June 1996). This change, called Specifications and Standards Reform, is focused in three areas:

- a. Preparation of new system performance specifications.
- b. Conversion of existing detail system specifications.
- c. Conversion of military specifications to performance specifications.

2. Issue. Specifications and Standards Reform policies describe a performance specification as one that "states requirements in terms of the required results with criteria for verifying compliance", and "defines the functional requirements for this item, the environment in which it must operate, and interface and interchangeability characteristics". The policies state that a performance specification may contain detailed descriptions of interface (e.g., electrical, physical) and environmental (e.g., temperature, vibration) requirements. However, other requirements should be stated in performance terms.

3. Purpose. This memorandum establishes formal Army Policy consistent with current training practices. The Army Specifications and Standards Reform training describes a requirements allocation process whereby requirements are placed in four categories:

- a. Interface and interoperability requirements.
- b. Environmental requirements.
- c. Support or ownership requirements.
- d. Operating requirements.

AMCRDA-TE

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4. In accordance with reform policy, the first two categories may include detail requirements. That is, the specification may require specific design performance characteristics leaving limited leeway for compliance. These two categories may contain detail requirements without impacting the specifications certification as a performance specification. The remaining categories should not contain detail requirements.

5. The reform training emphasize that all design requirements can fit into one of these four categories. For new system specifications, design requirements may be allocated in this way. For existing systems specifications or for military specifications, which are being converted to performance specifications, this four category allocation approach is appropriate.

6. This approach achieves three significant objectives:

a. Ensures that all design requirements are identified and included in the new/converted performance specification.

b. Allocates requirements into sections of the specification so that critical interface and environmental requirements are identified.

c. Provides greater clarity and therefore an increased probability that both the government and contractor understand the requirements.

7. The training emphasizes that once the requirements allocation is completed the appropriate design requirements statements would be developed and then placed into section three of the specification, retaining the grouping arrangement.

8. This approach is consistent with OSD policy and can be easily adopted by both government and contractor personnel without significant impact to current specification development conversion methodologies. Existing and new automation tools can easily adopt to this approach. The reform training course exists and many Army (and other service) personnel have received training.

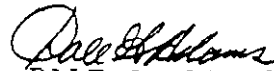
9. Test Method Standards can be referenced in a Performance Specification and use of the Performance Specification does not require a waiver for the test method standards referenced. The approval of the Performance Specification by the SE should ensure

AMCRDA-TE

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that referenced test methods are only the minimum essential ones and that they are fully tailored to require the minimum of testing to ensure compliance.

10. AMC -- America's Arsenal for the Brave.



DALE G. ADAMS

Army Standards

Improvement Executive